

**A G E N D A**

***Community Advisory Commission***

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**August 3, 2011**

Milpitas City Hall Committee Meeting Room

455 E. Calaveras Blvd.

7:00 p.m.

- I. Roll Call:** Michael Queenan, Samantha Beard, Rajeev Madnawat, Syed Mohsin, Jenifer Lind, Reena Choudhury, Phong Nguyen, Mia Bradway Winter, Michelle Manassau

Alternates: Edna R. Andres, Janice Bobay, Jose Rosario, Shirley Meirose

- II. Seating of Alternates:**

- III. Pledge of Allegiance:**

- IV. Approval of Agenda:**

- V. Approval of Minutes:** June 1, 2011

- VI. Announcements:** Welcome Alternate #3 Jose Rosario, Alternate #4 Shirley Meirose

- VII. Public Forum:**

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Members of the audience are invited to address the Commission on any subject not on tonight's agenda. Speakers are asked to supply their name and address for the record. Each person wishing to speak on an item before the CAC at a regular or special meeting shall be permitted to be heard once for a maximum of three minutes. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

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- VIII. Liaison Reports**

**City Council Report**

Councilmember Gomez

**IX. New Business**

None

**X Old Business:**

**A. Neighborhood National Night Out Thursday August 4, 2011:**

Neighborhood National Night Out (NNO) will be held Thursday, August 4, 2011. The past few years, CAC members have visited other City Commission meetings to promote participation in National Night Out. At the meeting of June 1, 2011 Commissioners signed up to visit various Commissions during the Month of July. This year the Police Department has invited the Commissioners to join them on their tour of NNO Citizen Events.

**Recommendation:** Have Commissioners report the results of their visits to other Commissions to promote National Night Out.

**B. Neighborhood Beautification Awards:**

At its meeting on May 4, 2011, the CAC established the NBO Awards Subcommittee for 2011 (Vice Chair Beard, and Commissioners Winter and Manassau). The subcommittee will tour the submitted nominated sites in September and select a winner for each category.

Subcommittee selections will be presented to the full CAC Commission in October for selection and recommendations to the City Council. In addition all Commissioners have volunteered to tour areas on their own to cover the entire City and make nominations as well. The Commission also continued the discussion regarding the lawn signs for NBO Winners until the August 3 meeting.

**Recommendations:**

1. Have the Commissioner report back to the CAC on their area tours and nominations for the NBO Program.
2. Consider how the Commission wishes to proceed requiring the installation of lawn signs for the NBO Winners and direct staff accordingly.

**C. Review of Adopt-A-Spot Program:**

At its meeting of June 1, 2011 the Commission agreed to start Adopt-A-Spot Program in the three Milpitas Mobilehome Parks to assist seniors and other residents. The Commission also directed staff to draft a flyer to promote the Adopt-A-Spot Program in the parks. Included in the Commissions agenda packet (see attachment) is a draft copy of the flyer for your review and consideration.

**Recommendations:**

1. Consider any revisions or modifications to the draft flyer and direct staff accordingly.
2. Establish the date the Commission wishes to proceed with the Adopt-A-Spot Program in the Mobilehome Parks.

**D. Community Outreach/Marketing/Comment Cards:**

As directed by the CAC, Staff has followed up with the outreach for the comment cards with the information being provided on the City's Water Bills and placed on the City's marquee on E. Calaveras Blvd. (starting in August)

**Recommendation:** Note receipt and file

**CAC Sub Committees:**

- **NBO Awards:** Beard, Winter & Manassau
- **Adopt-A-Neighborhood:** Nguyen, Choudhury, Beard and Queenan
- **Town Hall Meeting:** TBD
- **Arbor Day 2011:** Beard
- **Neighborhood Watch:** TBD
- **Community Outreach:** Queenan & Mohsin
- **Citizens Awareness Task Force:** Lind, Beard, Winter
- **CAC Budget Allocation:** TBD

**Milpitas Community Outreach Forms:** None received.

**XI. Adjournment to: September 7, 2011**

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Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review.

Materials related to an item on this agenda submitted to the Community Advisory Commission

(CAC) after initial distribution of the agenda packet are available for public inspection at the Planning Department office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas during normal business hours.

For more information on your rights under the Open Government Ordinance or to report a violation of the ordinance, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035

E-mail: [mogaz@ci.milpitas.ca.gov](mailto:mogaz@ci.milpitas.ca.gov)

Phone: (408) 586-3040

Fax: (408) 586-3030

*The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City's website [www.ci.milpitas.ca.gov](http://www.ci.milpitas.ca.gov) by selecting the Milpitas Municipal Code link.*